



**COUNTY OF LOS ANGELES**  
**DEPARTMENT OF HUMAN RESOURCES**  
579 KENNETH HAHN HALL OF ADMINISTRATION/LOS ANGELES CALIFORNIA 90012  
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**MICHAEL J. HENRY**  
DIRECTOR OF PERSONNEL

*To enrich lives through effective and caring service*

June 23, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT  
THE FISCAL YEAR (FY) 2003-2004 PROPOSED BUDGET  
(ALL DISTRICTS - 3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to change the titles of two (2) non-represented classes and to delete three (3) non-represented classes as a result of the budget process for FY 2003-2004.

**PURPOSE OF RECOMMENDED ACTIONS**

The action recommended will amend County Code Section 6.28.050 to reflect title changes and deleted classes to appropriately reflect classes approved in the FY 2003-2004 Proposed Budget.

**Implementation of Strategic Plan**

Approval of the accompanying ordinance will further the County Strategic Plan, Organization Effectiveness Goal, to achieve departmental operational needs and to maintain consistency in personnel practices throughout the County.

### **JUSTIFICATION**

These recommendations are a routine part of the annual budget process.

### **FISCAL IMPACT/FINANCING**

Since the recommendations include only class deletions and title changes with no change in salaries, there is no cost associated with these actions.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

#### **Title Changes and Deletion of Classes**

Attachment A lists the three (3) non-represented classes being deleted from the County's classification system. In addition, nine (9) represented classes have been approved for deletion by the Employee Relations Commission (ERCOM) and are being deleted from the County's classification plan. Lastly, the titles of three (3) represented and two (2) non-represented classes are being changed to reflect the department to which the classes are allocated and to make a technical correction.

#### **Approvals**

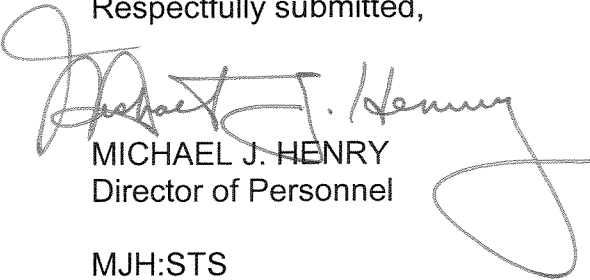
- The Chief Administrative Office has reviewed these recommendations and has included the position classification changes in the FY 2003-2004 Personnel Staffing Ordinance which is also before your Board.
- The Department of Human Resources has conducted appropriate consultations with the impacted employee organizations.
- The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

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**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Your approval of these recommendations will enable departments to effect personnel actions associated with the FY 2003-2004 Proposed Budget which is also before your Board. Ultimately, this will enhance the quality of services provided to the public.

Respectfully submitted,



MICHAEL J. HENRY  
Director of Personnel

MJH:STS  
AW:vmh

Attachment

c: Chief Administrative Officer  
Executive Officer, Board of Supervisors  
County Counsel  
Auditor-Controller  
Affected Departments

Proposed Board Cover-b  
6/4/03 12:31 PM

**ATTACHMENT A****TITLE CHANGES AND DELETIONS****NON-REPRESENTED CLASSES RECOMMENDED FOR TITLE CHANGE**

<b>Item No.</b>	<b>Current Title</b>	<b>New Title</b>
2838	Assistant Chief, Safety Police Services	Assistant Chief, Office of Public Safety
2536	Information Systems Senior Support Analyst	Senior Information Systems Support Analyst.

**REPRESENTED CLASSES RECOMMENDED FOR TITLE CHANGE**

<b>Item No.</b>	<b>Current Title</b>	<b>New Title</b>
2836	Captain, Safety Police Services	Captain, Office of Public Safety
2835	Lieutenant, Safety Police Services	Lieutenant, Office of Public Safety
2834	Sergeant, Safety Police Services	Sergeant, Office of Public Safety

**NON-REPRESENTED CLASSES RECOMMENDED FOR DELETION**

<b>Item No.</b>	<b>Title</b>
8016	Assistant Director of Public Social Services
3205	Head, Fiscal & Administrative Services, Marshal
6643	Senior Instrument Maker

## REPRESENTED CLASSES RECOMMENDED FOR DELETION

Item No.	Title
7704	Assistant Orthopedic Shoemaker
1660	Consumer Affairs Representative
1657	Consumer Services Assistant
1658	Consumer Affairs Counselor
7706	Orthopedic Shoemaker
7707	Senior Orthopedic Shoemaker
1672	Small Claims Advisor I, Consumer Affairs
1673	Small Claims Advisor II, Consumer Affairs
1665	Small Claims Advisor Trainee, Consumer Affairs